

Office of the
Chief Administrative Officer
U.S. House of Representatives
Washington, DC 20515-6860

April 7, 2011

Notice to Contractors Regarding a Lapse in House Funding

***Re: Payments to Vendors, Consultants, and Contractors of the U.S. House of
Representatives During Period of Federal Government Shutdown***

Dear Sir or Madam:

You currently provide products or services to Members, Committees, Leadership, or Officers. As you may be aware, the legislation that appropriates funding for the federal government is scheduled to expire at midnight, April 8, 2011. If new appropriations legislation is not enacted prior to that time, many federal government operations will be suspended until funding is restored. Because of the lack of appropriated funds, the Chief Administrative Officer (CAO) will be unable to disburse payments as it normally would and, accordingly, in the event of a government shutdown, your bills may not be paid in a timely fashion.

In addition, with certain limited exceptions, the federal government is prohibited from incurring any new debts or obligations during a period in which appropriated funding has lapsed. Accordingly, if new appropriations legislation is not enacted prior to April 9, 2011, we will work with you to determine what, if any, reduction in products or services may be required. Once new appropriations legislation is enacted, the legitimate debts and obligations of Members, Committees, Leadership, or Officers will be paid, including those incurred before the shutdown that were not paid due to lack of funds, as well as those incurred during the shutdown.

We appreciate the difficulty this situation creates for you and we hope to restore normal operations as soon as possible if a shutdown occurs. Should you have any questions regarding this matter, please do not hesitate to contact the CAO Procurement Management Office at 202-225-2921. Thank you for your continued understanding and cooperation.

Sincerely,



Lawrence B. Toperoff
Director, Procurement Management